Polling Place Accessibility Checklist

(Updated 8/11/04, Supplemented 03/17/06)

County_____ City_____

Polling place name &/or precinct number: _____

Polling place address/location:_____

Type of Facility:

- ❑ Apartment
- ❑ Business
- ❑ Church
- ❑ Club/Lodge/Association
- ❑ Fire Station
- ❑ Garage
- ❑ Library
- ❑ Mobile Home Park Facility
- ❑ Private Residence
- ❑ School
- ❑ Senior Citizen Facility
- ❑ Historical Building

- ❑ Other Non-Public Building (Specify)
- ❑ Other Public Building (Specify) _____

DESCRIBE THE GENERAL TERRAIN AROUND THE POLLING SITE AREA (flat, hilly, desert, etc.) _____

INSTRUCTIONS

Purpose: This form is being used to evaluate California polling places for access by voters with disabilities. It has been adapted for one-day use of polling places. The accessibility standards used in this survey comply with Title 24 of the California Code of Regulations (CCR) as well as the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

How to use this form: Inspect each polling place by going from the parking area to the voting area. Answer every question on the form by marking either "YES", "NO" or "N/A" (not applicable), as appropriate.

There may be multiple reasons that a polling place is judged inaccessible. Please respond to every item on the survey. Accessibility concerns not addressed in a question should be noted in the comments sections.

Survey Completed By:_____

Telephone:_____ **Date:**_____

Focus

An evaluation of polling place accessibility should focus on those areas of a facility that are relevant to ensure all voters are able to vote. These usually include 1) parking for voters; 2) a drop-off, public transportation stop, or loading area; 3) the entrance to the polling place; and 4) the pedestrian routes including sidewalks, hallways, ramps, elevators, and lifts (both exterior and interior) that voters use to get to the voter check-in and voting areas.

Practice

The checklist will help surveyors check key features by asking questions about sizes, sloped surfaces, and availability of accessible features. Before beginning the evaluation, a surveyor should become familiar with the instructions and questions on the checklist and practice taking measurements and recording information.

Look Around for Solutions

If a survey is being done to determine the accessibility of a new polling place, the surveyor should look for those areas of the facility that provide the best accessibility. The surveyor should also look for any areas where simple modifications or temporary features, such as portable ramps, may provide accessibility to voters.

Tools

1) A rigid metal tape measure at least 20-feet long (for measuring spaces and specific elements of an object)
2) A digital level at least twenty-four inches long (for measuring slope)
3) A clipboard (a hard surface for writing)
4) A copy of the checklist (one copy per polling place only)
5) Pens or pencils (surveyors may want to document with pencil and finalize with pen)
6) Film or Digital Camera with a flash (if available) to document areas that may need to be reviewed later. Note: A flash is necessary for indoor pictures.
7) A standard push/pull force gauge to measure the force required to open a door.
8) Distance measure (for measuring long distances)

The checklist prompts surveyors about what to look at and where to measure. All answers and notes should be recorded on the checklist. If photographs are taken, note on the checklist that a photo was taken of the particular element, space or condition evaluated. Some items not covered on the survey may be obvious as barriers to accessibility. Please note these items in the comments area as well.

Taking Measurements

Although one person can complete a survey, it is often quicker and easier if two people work together. With a team of two, one person can take the measurements and the other can take photographs and record the information on the checklist.

Sloped Surfaces

Digital levels need to be calibrated each time they are used. Before using a digital level, make sure to read the directions. The digital display usually replaces the bubble and gives a reading shown as a digital bubble, degrees, or a percent. If the digital display can be set to percent or degrees, the maximum slope allowed is 8.33% or 4.76 degrees for a 1:12 slope. Always keep a record of the measurements.

Using the Tape Measure

Use the tape measure to measure the width of a parking space, access aisle, accessible route, or the height of an object above the floor. Try to keep the tape from sagging or bending. If the tape is not straight, try to support it in the middle or pull it tight to take the measurement. Always keep a record of the measurements.

Door Openings

This measurement should be of the clear open width of the door, not from doorframe to doorframe as one might suspect. To measure the opening of a standard hinged door, open the door to 90 degrees. Place the end of the tape measure on the side of the doorframe next to the clear (unhinged) opening. Measure the door opening from the inside face of the door at the hinged side to the inside of the doorframe on the opposite side. This measurement equals the clear open width of the door, which is usually less than the width measured from doorframe to doorframe. Hardware should not be considered when measuring the clear open width.

Parking Spaces

When measuring the width of a parking space, measure from the center of the line to the center of the line on the opposite side of the space. For example, if the painted line is two inches wide, measure one inch from the side to the centerline of the opposite painted line.

<table>
<tr><th>Section 1: Parking - If off-street parking is available</th><th>Yes</th><th>No</th><th>N/A</th></tr>
<tr><td><u>If off street parking is N/A, skip to Number 8</u>
1. Is there one or more off-street parking space(s) either permanently or temporarily designated for people with disabilities?</td><td></td><td></td><td></td></tr>
<tr><td>2. Is there at least one parking space that is van accessible? (Van accessible space = 9 feet wide, aisle on the passenger side = 8 feet wide.)
• The following minimum number of accessible parking spaces must be provided based on designated parking spaces. (Ref. Title 24 1129B.1 Table 11B-6 and 1129B.4 and ADAAG 4.1.2 and 4.6.3)
<table>
<tr><th>Total Spaces for voter use</th><th>Required Minimum Number of Accessible Spaces</th></tr>
<tr><td>1-25</td><td>1 space-9 feet wide van accessible space with min. 8- foot wide access aisle on the passenger side</td></tr>
<tr><td>26-50</td><td>2 spaces- 1 space w/ min. 5-foot wide access aisle + 1 van accessible space (as above)</td></tr>
<tr><td>51-75</td><td>3 spaces- 2 spaces w/ min. shared 5-foot wide access aisle (two spaces may share the access aisle but sharing is not required so long as each space has an aisle) + 1 van accessible space (as above)</td></tr>
<tr><td>76-100</td><td>4 spaces- 3 spaces w/ min. 5-foot wide access aisles (spaces may share the access aisles but sharing is not required so long as each space has an aisle) + 1 van accessible space (as above)</td></tr>
</table>
• Accessible parking spaces must be 18 feet long. (Ref. Title 24 1129B.4.1 and 1129B.4.2)
• If parking is provided in a covered area, there must be vertical clearance of at least 8 feet, 2 inches (98 inches) for the vehicle route to the van-accessible space, the parking space, the access aisle, and along the vehicle route to the exit. (Ref. Title 24 1130B and ADAAG 4.6.5)</td><td></td><td></td><td></td></tr>
<tr><td>3. Are parking spaces on level ground? (slope no greater than ¼ inch per foot in any direction?)
• All accessible parking spaces, including the access aisles, must have a slope of no more than 2% in all directions. (Ref. Title 24 1129B.4(4) and ADAAG 4.6.3)</td><td></td><td></td><td></td></tr>
<tr><td>4. Is the parking area surface stable, firm and slip-resistant (concrete, asphalt, no gravel)?
• The surface of each accessible parking space and access aisle must be stable, firm, and slip-resistant. (Ref. Title 24 1124B.1)</td><td></td><td></td><td></td></tr>
<tr><td>5. Is the disabled parking space in the closest location to the accessible entrance to the polling place?
• The accessible spaces must be on the shortest accessible route to the accessible entrance. (Ref. Title 24 1129B.1 and ADAAG 4.6.2)</td><td></td><td></td><td></td></tr>
</table>

6. Is there signage at the front of the parking stall that identifies the space as reserved, by displaying the international symbol of accessibility so that it is readily visible to passing traffic even if the space is occupied? • All accessible spaces must be marked with an identification sign with the symbol of accessibility visible to traffic when a vehicle is parked in the space. (Ref. Title 24 1129B.5 and ADAAG 4.6.4)			
7. Is there an accessible route at least 48 inches wide from the parking area to an accessible path of travel (continuous common surface)? • Each access aisle must connect to an accessible route from the parking area to the accessible building entrance. (Ref. Title 24 1114B.1.2 and 1133B.7.1)			
8. Grates – If the walking space has a grating, does the grating have spaces no greater than ½ inch? • Gratings along the accessible route must have spaces no greater than ½ inch in the direction of travel. (Ref Title 24 1133B.7.2 and ADAAG 4.5.4)			

Possible Solutions – Parking

Set up the required number of temporary accessible spaces on Election Day.	Remove or raise objects to clear the accessible route.
Relocate each van-accessible parking space to another space.	Set up temporary level spaces on Election Day that are on the shortest accessible route.
Place temporary signs so they are unobstructed by vehicles.	Temporarily relocate accessible spaces closer to the entrance.
Configure an alternate accessible route on Election Day.	
Place a mat over the grating on Election Day.	

Comments: _____

Section 2: Path of Travel to the Voting Area	Yes	No	N/A
1. Is an accessible route provided from accessible parking spaces to the accessible entrance to the building? • An accessible route, at least 48 inches wide, must be provided from accessible designated parking spaces to the accessible entrance of the building. (Ref. Title 24 1133B.7.1 and 1114B.1.2) • Where the slope of the accessible route is greater than 5%, it must also comply with Section 3: RAMPS & LIFTS. (Ref. Title 24 1133B.7.3 and ADAAG 4.8.1) • If there is a curb ramp between the access aisle and the accessible route, see Section 3: RAMPS & LIFTS.			
2. Is an accessible route provided from public sidewalks and public transportation stops on the polling site (if provided) to the accessible entrance of the building? • An accessible route, at least 48 inches wide, must be provided from public sidewalks and public transportation stops to the accessible entrance of the building. (Ref. Title 24 1133B.7.1 and 1114B.1.2) • Where the slope of the accessible route is greater than 5%, it must also comply with Section 3: RAMPS & LIFTS. (Ref. Title 24 1133B.7.3 and ADAAG 4.8.1)			
3. Is the surface of the path of travel stable, firm and slip-resistant? • The surface of the route must be stable, firm and slip-resistant. (Ref. Title 24 1124B.1)			
4. Is the path of travel to the building at least 48 inches wide?			
5. Is there at least one walkway or sidewalk in the path of travel that is a minimum of 48 inches wide?			
6. Is there a continuous common surface not interrupted by unramped steps or by abrupt changes in level exceeding ½ inch for the path of travel to the entrance? • The accessible route must be free from abrupt changes in level greater than ½ inch. (i.e. uneven pavement, cracks or cement lifted by tree roots) (Ref. Title 24 1133B.7.1 and ADAAG 4.5.2) • Abrupt changes in level along the accessible route between ¼ inch to ½ inch must be beveled. (Ref. Title 24 1124B.2 and ADAAG 4.5.2) • Where the slope of the accessible route is greater than 5%, it must also comply with Section 3: RAMPS & LIFTS. (Ref. Title 24 1133B.7.3 and ADAAG 4.8.1) • Gratings along the accessible route must have spaces no greater than ½ inch in the direction of travel. (Ref Title 24 1133B.7.2 and ADAAG 4.5.4)			

7. Is the path of travel to the building entrance free of obstructions (fire hydrants, tree trunks etc.)? • Objects shall not protrude more than 4 inches into the path of travel if they are mounted between 27 inches and 80 inches above the floor. (i.e. wall-mounted boxes, signs, tree branches, etc) (Ref. Title 24 1133B.8.6.1 and ADAAG 4.4.1) • The minimum clear width for single wheelchair passage shall be 32 inches at a point and 36 inches continuously. (Ref. Title 24 1118B.1)			
8. Is the path of travel to the voting area free of any objects (e.g., wall- mounted boxes, signs, tree branches, etc.) with bottom edges that are higher than 27 inches but less than 80 inches above the walkway and that extend more than 4 inches into the path of travel? If no, can the object be lowered, removed or modified? • Objects shall not protrude more than 4 inches into the path of travel if they are mounted between 27 inches and 80 inches above the floor. (i.e. signs, tree branches, etc) Exterior stairs must be built with cane-detectable barriers so that people who are blind or visually impaired cannot hit their heads on the underside. (Ref. Title 24 1133B.8.6.1 and ADAAG 4.4.1, 4.4.2)			
9. If there is an alternative path of travel for accessibility, is there a sign to identify the accessible route? • If there is an alternative route for accessibility, there must be a sign or signs to identify the accessible route and the entrance. (Ref. Title 24 1117B.5.8.1.2)			
10. Alternate Accessible Entrance Signage: If the main entrance is inaccessible, is the accessible alternate entrance clearly marked? • If there is an alternative route for accessibility, there must be a sign or signs to identify the accessible route and the entrance. (Ref. Title 24 1117B.5.8.1.2)			

Possible Solutions – Path of Travel to the Voting Area

Configure an alternate accessible route on Election Day.	Place a cane-detectable barrier under hazards.
Mitigate surfaces using temporary accessible mats on Election Day.	Relocate the accessible route away from stairs.
Configure a temporary accessible ramp on Election Day that meets the requirements of a ramp.	Clearly mark the accessible route and entrance with signage.
Lower, raise, remove or modify objects.	Change the route to avoid objects.

Comments:

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Section 3: Ramps & Lifts	Yes	No	N/A
1. If there are stairs at the main entrance, is there also a ramp or lift, or is there an alternative accessible entrance? • Where the slope of the accessible route is greater than 5%, this part of the accessible route must meet the requirements of a ramp. (Ref. Title 24 1133B.7.3 and ADAAG 4.8.1) • If there is a lift: o The change in level from the floor to the lift surface must be no greater than ½ inch. *Note: Changes in level of ¼ inch may be abrupt and an additional ¼ inch, if present, must be beveled. Changes in level greater than ½ inch must be ramped*. (Ref. Title 24 1124B.2 and ADAAG 4.11) o There must be at least a 30-inch by 48-inch clear floor space on the wheelchair lift. (Ref. Title 24 1116B.2.4.1 and ADAAG 4.2.4.1 and 4.11) o The lift must allow a wheelchair user unassisted entry, operation, and exit. Controls and mechanisms must be usable with one hand without tight grasping, pinching, or twisting and mounted no more than 54 inches above the floor for a side reach or 48 inches for a forward reach. (Ref. ADAAG 4.2.5 and 4.11)			
2. Do all ramps have a slope no greater than 1 inch rise in 12 inches of horizontal run? • The ramp slope must be no greater than 1:12 (8.33%). *Note: 1:12 is one inch of vertical height for 12 inches of horizontal distance.* (Ref. Title 24 1133B.5.1 and 1133B.5.3) • The curb ramp slope must be no greater than 1:12 (8.33%). *Note: 1:12 is one inch of vertical height for 12 inches of horizontal distance.* (Ref. Title 24 1127B.5.3)			
3. Is the ramp at least 48 inches wide? • The ramp surface, measured between the edge protection, must be at least 48 inches. (Ref. Title 24 1133B.5.2.1) • The curb ramp must be at least 48 inches wide excluding flared sides. (Ref. Title 24 1127B.5(2)) • Handrails may project into the required width a distance of 3.5 inches from each side. (Ref. Title 24 1133B.5.2 and 1003.3.3.2)			
4. Does the ramp have edge protection in the form of walls on each side, or wheel guides, or raised curbs? • If the ramp or landing has a vertical drop-off on either side of the ramp, wheel guides or edge protection (at least 2 inches high) must be provided. (Ref. Title 24 1133B.5.6 and ADAAG 4.8.7) • The curb ramp must have edge protection in the form of flared sides. (Ref. ADAAG 4.7.5 and 4.8.7)			
5. Do ramps have a slip-resistant surface? • The ramp must have a stable, firm and slip-resistant surface. (Ref. Title 24 1124B.1) • The curb ramp must have a stable, firm and slip-resistant surface. (Ref. Title 24 1127B.5(6))			

6. If a ramp at an exterior door landing rises more than 6 inches, or if it is longer than 72 inches, does it have handrails on both sides? (34 to 38 inches above the ramp surface.)

- Exception for smaller ramps leading up to exterior doors: At exterior door landings, handrails are not required on ramps less than 6 inches rise or 72 inches in length. (Ref. Title 24 11133B.5.5.1)
- Handrails are not required on curb ramps or adjacent to seating in assembly areas. (Ref. Title 24 1133B.5.5.1 and ADAAG 4.8.5)
- Handrails must have 12-inch extensions over the level landing on each end of the ramp that extend beyond the sloped surface of the ramp and must be rounded or returned smoothly to the ground, wall, or post. Handrails must be mounted between 34 and 38 inches above the ramp surface. (Ref. Title 24 1133B.5.5.1 and ADAAG 4.8.5)

7. Is there a landing at both the top and bottom of the ramp?

- For ramps, a level top landing must be provided that is 60 inches by 60 inches (with a maximum slope of 2%). (Ref. Title 24 1133B.5.4.1 and 1133B.5.4.2)
- For curb ramps, a level landing with a maximum slope of 2%, at least 48 inches deep by the full width of the ramp, must be provided at the top of the ramp. (Ref. Title 24 1127B.5(4) and ADAAG 4.7.2)
- **Straight ramps**:
  - There must be an intermediate level (max. slope of 2%) landing 60 inches long provided at the following intervals (Ref. Title 24 1133B.5.4.1)

    Examples of ramp dimensions are as follows:

Ramp slope	Landing provided at
1:20 for maximum of 30ft.	Every 50.0 feet
1:16 for maximum of 30ft.	Every 40.0 feet
1:15 for maximum of 30ft.	Every 37.5 feet
1:12 for maximum of 30ft.	Every 30.0 feet

  - The bottom level (with a maximum slope of 2%) landing must be 72 inches long in the direction of travel. (Ref. Title 24 1133B.5.4.5, 1133B.5.4.6 Figs. 11B-38 & 39)
- **Ramps that change direction:**
  - There must be an intermediate level (max slope of 2%) landing of 60 inches wide by 72 inches long wherever the ramp changes direction. (Ref. Title 24 1133B.5.4.7 and 1133B.5.4.6)
  - The bottom level (with a maximum slope of 2%) landing must be 72 inches long and 60 inches wide. (Ref. Title 24 1133B.5.4.5, 1133B.5.4.6 Figs. 11B-38 & 39)

Possible Solutions – Ramps & Lifts

Configure an alternate accessible route on Election Day.	Add temporary wheel guides or edge protection.
Use a temporary ramp on Election Day that meets the requirements of this section.	

Comments:

Section 4: Elevators	Yes	No	N/A
1. If an elevator is required to reach the voting area, is the elevator doorway wide enough for a wheelchair user (i.e. at least 36-inch clearance)? • The doorway of the elevator must be at least 36 inches wide. (Ref. Title 24 3003.4.4)			
2. Is the elevator cab at least 68 inches wide by 51 inches deep so that a wheelchair can turn around once inside? • A side opening elevator cab must be at least 68 inches wide by 51 inches deep from wall to return panel so that a person in a wheelchair can turn around. *Note: A front opening elevator cab must be at least 80 inches wide by 51 inches deep from wall to return panel*. (Ref. Title 24 3003.4.7 and 1116B.1.8 and ADAAG 4.10.9 Fig 22)			
3. Are elevator controls clearly marked with raised lettering for visually impaired persons? • Raised letters and Braille characters must be used to identify each floor button and each control in the elevator cab. (Ref. ADAAG 4.10.12(2)) • Signs must be mounted on both sides of the elevator door opening that designate the floor with 2-inch minimum-height raised letters and Braille characters centered at 60 inches above the floor. (Title 24 1116B.1.15 and ADAAG 4.10.5) • The elevator must be equipped with audible tones and bells or verbal annunciations that announce each floor as it is passed. (Ref. Title 24 3003.4.9 and ADAAG 4.10.13)			
4. Are the elevator controls low enough for a person in a wheelchair to reach them (no higher than 54 inches from the elevator floor)? • The highest floor control buttons in the elevator cab must be mounted no more than 54 inches above the floor for a side reach. *Note: For a forward reach, the highest floor control buttons in the elevator cab must be mounted no more than 48 inches above the floor)* (Ref. Title 24 1116B.1.8 and 3003.4.8). • The outside elevator call buttons must be mounted in an accessible location with the centerlines at 42 inches above the floor. (Ref. Title 24 1116B.1.10 and ADAAG 4.10.3)			

Comments:

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Section 5: Other Building Features	Yes	No	N/A
1. Door Widths: Are doorways in the path of travel sufficiently wide to accommodate a wheelchair? (The law requires a minimum clearance of 32 inches with the door open at 90 degrees.) • The door or one side of a double door on the accessible route must have at least 32 inches clear passage when the door is open 90 degrees. (Ref. Title 24 1133B.1.1.1.1 and ADAAG 4.13.5)			
2. Is there adequate space (five-foot. diameter circle) for a person in a wheelchair to turn around at the entrance? • There must be 60 inches of clear maneuvering space perpendicular to the door on the pull side and 48 inches perpendicular to the door on the push side of each door. (Ref. Title 24 1133B.2.4.2) • On the pull side of the door, there must be 24 inches of latch-side clearance for exterior doors or 18 inches of latch-side clearance for interior doors. There must be at least 12 inches of latch-side clearance on the push side of the interior door if the door has both a latch and a closer. *Note: no latch-side clearance is needed if the openers are automatic or power-operated.* (Ref. Title 24 1133B.2.4.3 Fig 11B-26B and 11B-26A and ADAAG 4.13.6 Figure 25)			
3. Are doorway thresholds no more than ½-inch in height? (¼-inch vertical, ¼-inch slant) • If there is a raised threshold, it must be no higher than ½ inch at the door and beveled on both sides where necessary. *Note: Changes in level of ¼-inch may be abrupt and an additional ¼-inch, if present, must be beveled.* (Ref. Title 24 1133B.2.4.1)			
4. Are all doors equipped with either arch or lever-type handles, push plates or automatic openers that can be used with a closed fist and are all handles mounted between 30 and 44 inches? If no, will the doors remain open during polling place hours? • The door hardware (arch, lever, push plates, or automatic opener) must be usable with one hand without tight grasping, pinching, or twisting of the wrist. (Ref. Title 24 1133B.2.5.2 and ADAAG 4.13.9) • Door hardware must be mounted between 30 and 44 inches. (Ref. Title 24 1133B.2.5.2) • The door must require no more than 5 pounds force to push or pull it open. (Ref. Title 24 1133B.2.5 and ADAAG 4.13.11)			
5. Are hallways and corridors in the path of travel at least 44 inches wide? (this may be reduced to 36-inch width if it serves an occupant load of less than 10 people) • An accessible route, at least 44 inches wide must connect with the accessible entrance to the voting area. (Ref. Title 24 1133B.3.1)			

6. Is there an adequate maneuvering clearance for a wheelchair on each side of the doorway? (60 inches on the pull side of the door and 48 inches on the opposite side of the door.) • There must be 60 inches of clear maneuvering space perpendicular to the door on the pull side and 48 inches perpendicular to the door on the push side of each door. (Ref. Title 24 1133B.2.4.2) • On the pull side of the door, there must be 24 inches of latch-side clearance for exterior doors or 18 inches of latch-side clearance for interior doors. There must be at least 12 inches of latch-side clearance on the push side of the interior door if the door has both a latch and a closer. *Note: no latch-side clearance is needed if the openers are automatic or power-operated.* (Ref. Title 24 1133B.2.4.3 Fig 11B-26B and 11B-26A and ADAAG 4.13.6 Figure 25)			

Possible Solutions – Other Building Features

Use another accessible route that has an accessible door.	Prop open double doors to create an accessible entrance on Election Day.
Use temporary accessible door hardware on Election Day.	Mitigate thresholds using temporary accessible threshold ramps and prop doors open on Election Day.

Comments:_____
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Section 6: Features inside the voting area	Yes	No	N/A
1. Is there a provision for voters to privately vote in a seated position at a table or at a voting booth that is accessible to a wheelchair user? (The law requires that the table be no higher than 34 inches, with knee space at least 27 inches high, 30 inches wide and 19 inches deep.) • Table height must be between 28 and 34 inches. (Ref. Title 24 1122B.4 and ADAAG 4.32.4) • Knee spaces must be at least 27 inches high, 30 inches wide, and 19 inches deep. *Note: Width and depth measurements must be taken at 27" from the floor surface.)* (Ref. Title 24 1122B.3 and ADAAG 4.32.3) • Clear space to approach an object must be at least 48 inches by 30 inches. *Note: the clear floor space may extend under a table for a maximum depth of 19 inches.* (Ref. Title 24 1122B.2, 1118B.4(1) and ADAAG 4.2.4.1) • HAVA requires voters with disabilities to have the same independence and privacy when casting votes as do all voters,			
2. If voting in a seated position, is adequate privacy guaranteed?			
3. Are magnifying devices available for those who request them?			
4. Is the voting area well lit?			
5. Is seating available for voters waiting their turn to vote who cannot stand for long periods of time? (This is not required, but should be considered)			
6. Is the voting area free of any objects (e.g., wall-mounted boxes, signs, etc.) with bottom edges that are higher than 27 inches but less than 80 inches above the path of travel and that extend more than 4 inches into the path of travel so that a person with a visual impairment or disabled person would not bump into them? If no, can the item(s) be removed? • Objects shall not protrude more than 4 inches into the path of travel if they are mounted between 27 inches and 80 inches above the floor. Interior stairs along pedestrian routes or in the voting area must be built with cane-detectable barriers so that people who are blind or visually impaired cannot hit their heads on the underside. (Ref. ADAAG 4.4.1 and 4.4.2)			

Possible Solutions – Features Inside the Voting Area

Lower, raise, remove or modify objects.	Change the route to avoid objects.
Place a cane-detectable barrier under hazards.	Relocate the accessible route away from stairs.

Comments:_____

_____

Section 7: Restrooms (Restrooms are not required to be available to the voters, but if they are available to the public, they must be wheelchair accessible)	**Yes**	**No**	**N/A**
1. Is there sufficient clearance area on the floor in the direction of the door swing for a wheelchair user to maneuver? • There must be a clear floor space at least 60 inches in diameter inside the restroom. *Note: The door may encroach a maximum of 12 inches into this space. The space must extend from the floor up to a minimum of 27 inches.* (Ref. Title 24 1115B.7.1(1) and 1115B.7.1(2) and ADAAG 4.23.3 and 4.2.3)			
2. Is there a wheelchair accessible toilet area, with sufficient clearance, accessible toilet tissue dispensers, and appropriately positioned grab bars? • If the restroom has an accessible stall, it must be a minimum of 60 inches wide and 56 inches deep. (Ref. Title 24 1115B.7.1(3) and ADAAG 4.17.3) • **Stall Door: (**Ref. Title 24 1115B.7.1(4)) o 32 inches wide end of the stall, 34 inches side of the stall o Closes automatically o U shaped or lever handle on inside and outside, mounted below latching hardware, does not require grasping or twisting o Clear floor space 44 inches wide and 48 inches deep • **Toilet:** (Ref. Plumbing Code 1502, Title 24 1115B.7.2, 1115B.2.1, 1115B.2 and 1115B.8.1 and ADAAG 4.16.3 and 4.16.5) o Seat height 17 to 19 inches from floor o 18 inches from center of toilet to nearest wall o Minimum 28 inches from edge of toilet to adjacent fixture or minimum 32 inches from edge of toilet to wall o Minimum 48-inch space in front of toilet o Flush handle is on open (wide) side o Flush control maximum .5 lbf • **Tissue Dispenser:** (Ref. Title 24 1115B.9.3 and ADAAG 4.16.6) o Does not control flow of paper o Mounted minimum 19 inches above floor o On the wall, no more than 12 inches in front of the Toilet • **Rear Grab Bar:** (Ref Title 24 1115B.8.1 and 1115B.8.2 and ADAAG 4.26 and 4.16.4) o Minimum 36 inches long o 1-1/4 to 1-1/2 inch diameter o Mounted at 33 inches high (up to 36 inches high for tank style toilet) o Space between grab bar and wall is 1-1/2 inches • **Side Grab Bars:** (Ref. Title 24 1115B.8.1 and 1115B.8.2 and ADAAG 4.26 and 4.16.4) o Minimum 42 inches long o 1-1/4 to 1-1/2 inch diameter o Mounted at 33 inches high o Space between grab bar and wall is 1-1/2 inches			

3. Where urinals are provided, is there sufficient clear floor space in front of the urinal for a wheelchair user to approach (i.e. 30 inches by 48 inches)? (Ref Title 24 1115B.9.4 and ADAAG 4.18.3)			
4. Is there a clear floor space in front of and underneath the sink area to accommodate a wheelchair user (i.e. 30 inches by 48 inches)? • **Sink:** (Ref. PC 1504.2.1 and Title 24 1115B.9.1(1), 1115B.2.1.1.2, 1115B.2.1.2 and 1115B.1 and ADAAG 4.19) o Centerline of sink to adjacent wall is 18 inches minimum o Clear space a minimum 30 inches wide by 48 inches deep in front of sink (that may extend 19 inches beneath the sink) o Sink height a minimum 34 inches at the top rim o Sink knee space a minimum 29 inches high at the face to a minimum 27 inches high when measured 8 inches back from face o Faucet controls do not require tight grasping, pinching or twisting of the wrist o Faucet controls require maximum 5 lbf o Pipes are insulated			
5. Are the towel, mirror, sanitary napkins and waste receptacles within reach of a person in a wheelchair (i.e. within 40 inches from the floor)? • Accessible dispensers/items must be at 40 inches maximum from the floor to the highest operable part. (Ref. Title 24 1115B.9(2) and 1115B.9.1(2) and ADAAG 4.19.6) o Paper towels o Blow dryer for hands o Soap Dispenser o Mirror bottom @ 40 inches			

Possible Solutions – Restrooms

Close the restroom on Election Day.

Comments:_____
_____
_____

End of Checklist – Please turn the page→

Section 8: Determination of Polling Place Accessibility

Completed polling place surveys will provide the information needed to determine which sites are accessible and which may become accessible with permanent or temporary modifications. Polling places whose checklists contain all "yes" answers are considered accessible polling places. Others, where some answers are "no," may become accessible if permanent or temporary modifications are done to remove the noted barriers. Polling places in older buildings may have few accessible features, but some may be made compliant with temporary modifications, such as installing portable ramps at the entrance and accessible parking spaces marked off by traffic cones.

Based upon the survey results recorded on this checklist, please tally the number of "YES," "NO," and "N/A" answers below:

	Totals
Yes	_____
No	_____
N/A	_____

Signature: _____

(Print): _____

Please note, if any of the survey questions are marked "NO," (and permanent or temporary modifications cannot be made), the polling place does not meet the requirements of accessibility. In addition, it may constitute a violation of Title 24 of the California Code of Regulations and Title II of the ADA, as set forth in the U.S. Department of Justice's Checklist for Polling Places.

References:

ADA Checklist for Polling Places - www.ada.gov/votingck.htm

California Code of Regulations (CCR), Title 24 - www.bsc.ca.gov/title_24.html